

RFP-NIH-NIAID-DMID-05-07
Amendment # 1

“International Clinical Sciences Support”

Amendment Issue Date: October 28, 2004

Proposal Due Date/Time: November 15, 2004, at 3:00 P.M., EST

Issued By: Barbara A. Shadrick
Senior Contracting Officer
RRCB/CMP/DEA/NIAID/NIH/DHHS
6700-B Rockledge Drive, Room 3214,
Bethesda, Maryland 20892-7612

Points of Contact: E-mail: dlisle@niaid.nih.gov
David T. Lisle, Contract Specialist

Applicants/Offerors must acknowledge receipt of this Amendment # 1, for each posting, on each copy of the application/proposal submitted. Failure to receive your acknowledgment of this Amendment may result in the rejection of your application/proposal.

The hour and date specified for receipt of applications/proposals HAS NOT been extended.

1. The following additional information is provided in response to a request for clarification regarding the Additional Technical Proposal Instructions (page 9 of the RFP):

Paragraph 1. Uniform Assumption – Total Contract Value:

Offerors are advised to base the total budgeted amount for Year 1 on the \$1,000,000 available for support for the first year of performance of the anticipated contract. Offerors are advised to apply inflation accordingly to that available amount for each of the subsequent years of contract performance (Years 2 through 7).

Paragraph 2.:

All examples of work required by this paragraph are to be included the Technical Proposal 100 page limitation.

Paragraph 3.:

The total of 8 site assessment visits per year is inclusive of all assessment visits (initial and follow-up) required by Section B. “Clinical Site Assessment” of the Statement of Work.

Paragraph 5.:

The contractor is responsible for arranging all workshop and training venues under this paragraph.

Contractor personnel have not been included in the estimated participant numbers.

Assume no additional participant travel reimbursement for the 2 short workshops (bullet 3) as they are to be held in conjunction with a pre-arranged scientific meeting. The contractor will be responsible for providing the training for the estimated 30 participants at each of the 2 short workshops.

Assume travel reimbursement for all 5 international participants for each of the 2 extended training opportunities (bullet 4).

Paragraph 6.:

Contractor personnel have not been included in the estimated participant numbers.

Assume travel reimbursement for 20 international participants for the 1 week scientific meeting (bullet 1) and no travel reimbursement for the remaining 60 domestic participants.

Of the meetings described under this paragraph, the contractor is responsible for arranging venues for the 4 DSMB/SMC meetings (bullet 2) only. Assume travel reimbursement for 4 international, 4 domestic (non-local) and 4 local participants for each of the 4 DSMB/SMC meetings.

Assume 2 contractor personnel in attendance for the protocol review meetings (bullet 5).

Assume 3 contractor personnel in attendance for the 2 Washington, DC trips (bullet 6).

2. The following additional information is provided in response to a request for clarification regarding the Technical Proposal page limit of Section J of the RFP:

The 100 page limitation includes all materials, as stated in the RFP. It is the responsibility of all offerors to determine how to present the information in their technical proposal to provide a response that best describes their approach, capabilities, past performance, etc. All offerors are bound to the same limitations. EXCLUDED from the total page count are: 1 cover letter (not required); 1 Technical Proposal Cover Page (required by Section J); 1 blank back page (not required); 1 table of contents (not to exceed 2 pages); and section dividers that do not contain information other than the appropriate section title (not required). All other materials and documents required by the RFP and not specifically listed above are subject to the 100 page limitation.